

Award Overview

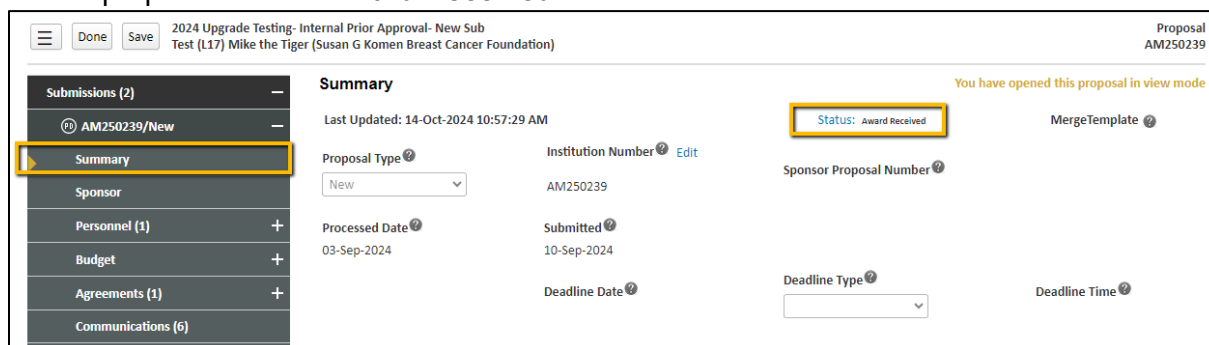
Workday is the official system of record for Sponsored Awards. GeauxGrants is used to capture additional award information, store award documents, and capture Principal Investigator (PI) approval of award terms and conditions.

In Proposal Tracking (PT) you can see the status of a proposal record as “Award Received.” The PT Award tab also provides details on the awarded amount to date.

In Award Tracking (AT) you can view details on each award increment including award documents. PIs will approve award document in AT. You can also see the status of each award increment.

Proposal Tracking (PT) Submissions - Summary Tab

- Each submission (proposal, modification request, etc.) under the proposal record will appear in the left menu under Submissions. To expand a specific submission, click the plus sign next to the record. Information specific to that submission will appear.
- You can find the status of the proposal on the Summary tab. The status for Awarded proposals will be **Award Received**.



Proposal Tracking (PT) Award Tab

- The award tab provides an overview of the award. You can see project period and amount awarded to date. The awarded budget will also appear on this page.

2024 Upgrade Testing- Internal Prior Approval- New Sub
Test (L17) Mike the Tiger (Susan G Komen Breast Cancer Foundation)

Proposal AM250239

Budget Summary You have opened this proposal in view mode

Project Period: 01-Oct-2024 to 30-Sep-2025 Project Period authorized to date

Source View: Sponsor Rollup subprojects: Not Rollup

Buttons: Proposal Structure, Import/Export, New Period, New Modification

Expand to see the increments

| Year/Period | Start | End | Total | Total | Directs | F&A | Total |
|-------------|-------------|-------------|-----------|-------|-----------|----------|-----------|
| 1 | 01-Oct-2024 | 30-Sep-2025 | \$ 22,278 | - | \$ 15,852 | \$ 6,426 | \$ 22,278 |

Total Authorized to date

| Element | Increment | Start | End | Awarded | Type | Status | Total | Total | Total |
|---------|-----------|-------------|-------------|-------------|----------------------|---------|-----------|-------|-----------|
| Prime | 1 | 01-Oct-2024 | 30-Sep-2025 | 10-Sep-2024 | Initial Award | Awarded | \$ 22,278 | - | \$ 22,278 |
| Prime | 2 | 01-Oct-2024 | 30-Sep-2025 | 16-Sep-2024 | Mod Request Approval | Awarded | - | - | - |
| Prime | 3 | 01-Oct-2024 | 30-Sep-2025 | 16-Sep-2024 | Mod Request Approval | Awarded | - | - | - |
| | | | | | | | \$ 22,278 | \$ 0 | \$ 22,278 |

Awarded Budget Detail

| NAME | PERIOD 1 | DIRECT COSTS |
|----------------------------|-----------------|-----------------|
| Tiger, (L17) Mike PD/PI | \$ 8,812 | \$ 8,812 |
| Subtotal Personnel: | \$ 8,812 | \$ 8,812 |

| CATEGORY | PERIOD 1 | DIRECT COSTS |
|-----------|----------|--------------|
| Equipment | \$ 3,000 | \$ 3,000 |

- For SPS converted records, the budget will only show CONVERTED TOTAL COSTS.

13-00011234 - Test BOR proposal for SPS Conversion
(L13) Mike the Tiger (LA Board of Regents (BOR))

Proposal 49575-1

Budget Summary [Hide]

Project Period: 01-Jun-2019 to 30-Jun-2022 Update Profiles

Source View: Sponsor Rollup subprojects: Not Rollup

Buttons: Proposal Structure, Import/Export, New Period, New Modification

| YEAR/PERIOD | INCREMENT | START | END | TYPE | STATUS | Sponsor [show] TOTAL | Cost Sharing [show] TOTAL | Project [hide] DIRECTS | F&A | TOTAL |
|-------------|-----------|-------------|-------------|------|---------|--------------------------|---------------------------|------------------------|------|------------|
| 1 | 1 | 01-Jun-2019 | 30-Jun-2022 | New | Awarded | \$ 300,000 | - | \$ 300,000 | - | \$ 300,000 |
| | | | | | | Total: \$ 300,000 | \$ 0 | \$ 300,000 | \$ 0 | \$ 300,000 |

Subproject Summary [Show]

Personnel [Hide]

| NAME | PERIOD 1 | DIRECT COSTS |
|----------------------------|-------------|--------------|
| Tiger, (L13) Mike PD/PI | - | \$ 0 |
| Subtotal Personnel: | \$ 0 | \$ 0 |

Non-Personnel [Hide]

| CATEGORY | PERIOD 1 | DIRECT COSTS |
|--------------------------------|-------------------|-------------------|
| CONVERTED TOTAL COSTS | \$ 300,000 | \$ 300,000 |
| Subtotal Non-Personnel: | \$ 300,000 | \$ 300,000 |

- Scroll to the bottom of the Award tab to see the assigned Sponsored Program Accounting (SPA) Analyst and the Workday award and grant line information.

User-Defined Fields

RCR Training Required Yes No

Workday =====

SPA Analyst

Current Workday Project Data

| Workday Award Number | Award Amount | Begin Date | End Date | Sponsor Award Number | Workday Grant ID |
|----------------------|--------------|------------|----------|----------------------|------------------|
| Total | | | | | |

Navigating between PT Awards to Award Tracking (AT)

- Under Awards tab, click Award AWD-XXXXXXXX

2024 Upgrade Testing - Internal Prior Approval- New Sub: Test (L17) Mike the Tiger (Susan G Komen Breast Cancer Foundation) Proposal AM250239

Budget Summary

Project Period: 01-Oct-2024 to 30-Sep-2025 Source View: Sponsor Rollup subprojects: Not Rollup

| Year/Period | Periods [hide] | | Sponsor [show] | | Cost Sharing [show] | | Project [hide] | | |
|-------------|----------------|-------------|----------------|-------|---------------------|----------|----------------|--|--|
| | Start | End | Total | Total | Directs | F&A | Total | | |
| 1 | 01-Oct-2024 | 30-Sep-2025 | \$ 22,278 | - | \$ 15,852 | \$ 6,426 | \$ 22,278 | | |
| | | | \$ 22,278 | \$ 0 | \$ 15,852 | \$ 6,426 | \$ 22,278 | | |

Personnel [hide]

| NAME | PERIOD 1 | DIRECT COSTS |
|----------------------------|-----------------|-----------------|
| Tiger, (L17) Mike PD/PI | \$ 8,812 | \$ 8,812 |
| Subtotal Personnel: | \$ 8,812 | \$ 8,812 |

Award AWD-AM250239 Non-Personnel [hide]

Award Tracking (AT) - Summary

- Provides a high-level summary of award attributes.
- Shows each Award Increment summary and the current status of each.
- Under Proposal Information click Open to go back to PT record.

Project Period authorized to date.

Parent Award: None

| Award Date | Number | Type | Status | Versions | Amount | View |
|-------------|-------------|---------------------|----------------------------|----------|------------|------|
| 16-Jul-2020 | DEB-2012345 | Initial Award | Fully Executed Sent to SPA | 1 | 153,916.00 | 👁 |
| 17-Jul-2020 | DEB-2012345 | Incremental Funding | PI Award Review | 1 | 141,816.00 | 👁 |

Click Open to go back to PT record.

| Number | Sponsor | Title | Status |
|----------|-----------------------------------|-------------------|----------------|
| AM200900 | National Science Foundation (NSF) | NSF Test Proposal | Award Received |

Award Tracking (AT) – Award Increments

- Shows initial award, each amendment, and modification request approval that LSU receives.
- To see details of award increment, click on View or click on the date/type of the increment in the left tab.

Award Increments - Last Updated on 13-Aug-2021 12:29:54 PM

| Award Date | Number | Type | Status | Versions | Amount | View |
|-------------|-------------|---------------------|-----------------|----------|-----------|------|
| 01-Jul-2020 | R01CA123456 | Initial Award | Awarded | 1 | 74,000.00 | 👁 |
| 03-Aug-2021 | R01CA123456 | Incremental Funding | PI Award Review | 1 | 74,000.00 | 👁 |

- For converted records, increment 1 will include the amount awarded in Workday at the time of conversion (12/06/2019). The award Type will show as Converted.

Award Increments - Last Updated on 06-Nov-2019 12:44:01 AM

| Award Date | Number | Type | Status | Versions | Amount | Published | PT | FT | Edit | Delete |
|-------------|--------|-----------|----------------------------|----------|------------|-----------|-----|-----|------|--------|
| 25-Jun-2014 | | Converted | Fully Executed Sent to SPA | 1 | 378,596.00 | Pub | Pub | Pub | 🔗 | 🗑 |

Workday Award amount at time of conversion.

- Award Increment Detail shows you the sponsor award number, award type, amount of award increment, status of increment.

Award Increment Detail - Last Updated on 13-Aug-2021 12:34:33 PM

Award Date: 03 Aug 2021 | Award Number: RO1CA123456 | Award Type: Initial Award | Amendment #

Start Date: 01 Jul 2021 | End Date: 30 Jun 2022 | Document Number

| Date | Number - Name | By | Active | Status | Amount | Open |
|-------------|---------------|---------------------------|-------------------------------------|--------|-----------|------|
| 03-Aug-2021 | 1 - Initial | Michelle Sharp Pennington | <input checked="" type="checkbox"/> | Active | 74,000.00 | |

Award Increment Status History

| Effective Date | Status | Updated | Updated By | Comments |
|----------------|----------------------|-------------------------|---------------------|-----------------------------|
| 11-Aug-2021 | Accepted | 11-Aug-2021 04:06:43 PM | (L17) Mike Tiger | |
| 04-Aug-2021 | SP Award Review | 04-Aug-2021 04:23:38 PM | Ryan Greer | Assigned to Larry |
| 04-Aug-2021 | SP Assignment Needed | 04-Aug-2021 04:14:30 PM | Michelle Pennington | Purple Team- please assign |
| 04-Aug-2021 | PI Review Completed | 04-Aug-2021 04:06:43 PM | (L17) Mike Tiger | |
| 03-Aug-2021 | PI Award Review | 03-Aug-2021 06:24:46 PM | Michelle Pennington | |
| 03-Aug-2021 | Awarded | 03-Aug-2021 06:19:17 PM | Michelle Pennington | New award increment created |

Award Increment Statuses

- **Awarded** – Award Received by OSP
- **PI Award Review** – Award sent in GeauxGrants for PI review.
- **PI Review Complete** – PI approves award terms. PI has ability to also provide comments on any issues.
- **SP Assignment Needed** – Award with OSP team lead for assignment to a specialist.
- **SP Award Review** – Award is being reviewed/negotiated by OSP specialist.
- **Awaiting Compliance Approvals** – OSP review complete, but cannot accept award until all compliance approvals are received.
- **Accepted by Institution** – OSP specialist approval of award. Awaiting signature and processing by OSP. Sponsor counter-signature is required.
- **Awaiting Sponsor Signature** – OSP has signed award and sent award document to sponsor or returned to PI to send to sponsor. LSU is waiting on sponsor countersignature.
- **Accepted** - OSP specialist approval of award. Awaiting signature (when applicable) and processing by OSP. Sponsor counter-signature is not required.

- **Fully Executed Sent to SPA** – Fully-executed award increment has been sent to SPA. This is final status for most awards.
- **Awarded: Declined by Institution/Sponsor** – Award was received but parties could not come to terms.

Award Increment Version 1

- This shows you another version of the budget breakdown for this award increment. Breaks out costs between sponsor and cost sharing sources.

| Object Code | Budget Category | Project Cost | Sponsor | Institution | Above the Ca |
|--|-----------------------|------------------|------------------|-------------|--------------|
| Item - Test (L17) Mike the Tiger | Personal Salary | 0.00 | 0.00 | 0.00 | 0.00 |
| Item - Fringe benefits - Test (L17) Mike the Tiger | Fringe benefits | 0.00 | 0.00 | 0.00 | 0.00 |
| Item - CONVERTED TOTAL COSTS | CONVERTED TOTAL COSTS | 0.00 | 0.00 | 0.00 | 0.00 |
| Item - Other Direct Costs | Other Direct Costs | 50,000.00 | 50,000.00 | 0.00 | 0.00 |
| Item - F&A | F&A | 24,000.00 | 24,000.00 | 0.00 | 0.00 |
| Total | | 74,000.00 | 74,000.00 | 0.00 | 0.00 |

Award Increment Assignments

- Shows you who is currently reviewing the award, how long they have had it, and the text of the email message they received. In the scenario below, the status is PI Approval Needed, so it is assigned to our PI, Mike the Tiger.

| Assigned Date | Assigned To | Due | Instructions | Open |
|------------------------|----------------------|-----|--------------------------|------|
| 17-Nov-2019 8:59:13 PM | (L13) Mike the Tiger | | AWARD NEEDS YOUR ACTION! | |

Award Tracking (AT) - Communications

- Shows copies of emails sent from the system.

Summary

- Award Increments (1) +
- Related Proposals (1)
- Terms & Conditions
- SubProjects (0)
- Status History
- Assignments
- Communications (1)**
- Attachments (1) +
- Personnel (1) +
- Tasks (0)

Communications

Function

Show All Send Email Record Notes Record Letter Phone Message Add Followup Search/Filter

Communication History (1 records)

| When | Type | To | From | Subject | Attachments | Record | Detail |
|------------------------|-------|-----------------------|-----------------------|---|-------------|--------|--------|
| 17-Nov-2019 8:39:15 PM | Email | To: Tiper, (113) Mike | From: Trahan, Rebecca | Award Number: AWD-AM200125 - AWARD NEEDS YOUR ACTION! | | | |

Award Tracking (AT) - Attachments

- OSP will attach the award document, plus any amendments or modification request approvals here. Click the file name to open.

Summary

- Award Increments (2) +
- Related Proposals (1)
- Status History
- Assignments
- Communications (8)
- Attachments (2)**
- Amendment 1
- Initial Award.docx

Attachments - Last Updated on 29-Nov-2022 10:27:07 AM

Add Document Combine Email Print All Folder Maintenance

Drag a column header and drop it here to group by that column

| Name | Category | Folder | Versions | Last Updated | Select |
|------------------------------------|-----------------------|--------|----------|-------------------------|--------------------------|
| Amendment 1 | Amendment | ROOT | 1 | 29-Nov-2022 10:27:08 AM | <input type="checkbox"/> |
| Initial Award.docx | Notice of Grant Award | ROOT | 1 | 21-Sep-2022 1:44:26 PM | <input type="checkbox"/> |